

Performance Work Statement Operations, Planning, Training, and Resource Support Services (OPTARSS II), Version 3 (April 2007)

OPTARSS II is a master, indefinite delivery-indefinite quantity (IDIQ), task order driven, operations contract. The contract will be structured for maximum flexibility in providing for an expedited ordering process in order to satisfy the needs of operations customers throughout the Army and Department of Defense (DoD). OPTARSS II contractors will provide support in the following twelve task areas:

Primary Task Areas

- Task 1: Operational Planning
- Task 2: Training
- Task 3: Modeling and Simulation
- Task 4: Flight Operations
- Task 5: Mobilization Plans and Execution
- Task 6: Deployment Operations
- Task 7: Force Protection Program
- Task 8: Transformation

Supporting Task Areas

- Task 1: C2 Information Systems Management
- Task 2: Program Management Process
- Task 3: Organizational Support
- Task 4: Task Order Management

The Performance Work Statement (PWS) conveys the basic performance requirements, standards, and assessment measures that will apply to all issued OPTARSS II Task Orders (TOs). The general basis for performance standards provided in this PWS will reflect one or more of the following measures for the work to be done:

- **Quantity** (how much or how often must the service be performed)
- **Quality** (the required acceptable level of service)
- **Timeliness** (the time-frame/period of time for submission/performance).

When described in the OPTARSS II PWS, the performance standards provide the general basis for measuring the performance of each requirement associated with the standard. Where metrics are cited for any general standard, they are used for the purpose of providing examples. Within the context and scope of the OPTARSS II PWS, it is the responsibility of the TO Statement of Work (SOW) to resolve and clarify the requirements and performance standards gained from the OPTARSS II PWS. For a given subtask in the OPTARSS II PWS, the absence of performance standards infers that the issuance of the standards will be solely from the TO SOW.

Task 1: Operational Planning.

Support the operational planning responsibilities of the customer.

Background

Support the development of OPLANS, OPORDS, contingency plans, war plans and crisis action planning. Support the identification and sourcing of conventional forces for the Unified commands for both Operation Plans (OPLANS) and contingency operations. Support the conducting of Adaptive Planning and/or crisis action planning including development of plans for the Department of Defense (DoD) support to Federal agencies for domestic emergencies.

Task 1, Operational Planning, Subtask 1

Develop plans in support of the mission. The identification and sourcing of conventional forces shall be readily established for all Operation Plans (OPLANS) using existing planning processes and tools and/or the emerging/evolving Adaptive Planning and Execution process and tools. Plans should identify and delineate short-term, intermediate, and long-term operational and strategic goals, alternatives, trade-offs, and constraints in meeting stated goals. Plans shall consider all operational strategies assessing all relevant sourcing alternatives.

Task 1, Operational Planning, Subtask 2

Provide analysis of data contained in DoD databases in support of the operational planning process. This includes retrieving data from ad-hoc and predefined queries for data extraction, data comparisons, and associated analysis.

Task 1, Operational Planning, Subtask 3

Support the conducting of Crisis Action Planning and/or Adaptive Planning in support of Homeland Security and Military Assistance to Civil Authorities (MACA) missions and Homeland Security / Homeland Defense missions.

Task 1, Operational Planning, Subtask 4

Provide analysis and develop plans to support permanent relocations of command Headquarters, Staffs, Supporting Units, Agencies and Organizations.

Task 1, Operational Planning, Subtask 5

Develop studies and analyses in support of the planning effort.

Task 1, Operational Planning, Subtask 6

Within the Army Force Generation (ARFORGEN) process, provide support for the validation and prioritization of Joint and Army requirements for Conventional Army Forces; facilitate requirement integration; conduct force availability assessments; validate sourcing solutions for Joint and Army conventional force requirements; and, establish and maintain Army Sourcing Laydown (ASL).

Task 2: Training.

Support the training responsibilities of the customer.

Background

Training is the process of providing a planned and coordinated program, course, curriculum, subject or routine of instruction in scientific, professional, technical, administrative, or other fields which is specifically designed to improve individual and organizational performance and assist in achieving the agency's mission and performance goals. To make proficient with specialized instruction and practice. The process that melds human and materiel resources together in order to perform assigned strategic, operational, and tactical missions. Consists of initial entry training, basic training, advanced training (officer, enlisted, and civilian), professional training, individual and unit training (collective training), training support, training documentation development, and simulations. The training function as it pertains to Army Title 10 is predominately a TRADOC and institutional Army function, but unit and collective training is also performed by the operational/Modified Table of Organization and Equipment (MTOE) Army.

FORSCOM serves three functions for the training of conventional CONUS Army forces. In its capacity as an Army Command (ACOM), FORSCOM commands, controls, trains, sustains, deploys, transforms, and reconstitutes assigned forces. As an ACOM, FORSCOM exercises ADCON of assigned forces through designated subordinate commands. Second, FORSCOM is the Army's manager for Army Force Generation (ARFORGEN) the process by which the Army provides trained and ready conventional forces to combatant commanders. Third, FORSCOM is the HQDA executing agent for the continental United States (CONUS), the Commonwealth of Puerto Rico, and the Virgin Islands for Reserve Component (RC) mobilization, deployment, redeployment and demobilization planning and execution. As the Army Service Component Command (ASCC) to Joint Forces Command (JFCOM), FORSCOM is the Army force provider for both Active Component (AC) and RC conventional CONUS Army forces.

This PWS envisions support of FORSCOM's ACOM role and ASCC training responsibilities inherent in the Joint Forces Command (JFCOM) mission and operations requirements; and compliance with, and performance of, statutory, regulatory, and doctrine governing and pertaining to the training and readiness of all assigned AC and the Training and Readiness Oversight (TRO) of RC units.

Aspects of training functions includes all collective training; training readiness; training to established pre-mobilization requirements and levels; the process, conduct of training operations and assurance of training to standards to meet Contingency Operations (CONOPS); the development and execution of plans, programs and efficacy of post-mobilization training; the provisioning and supervision of training and training support to accommodate prescribed pre-mobilization objectives; the structure of post-mobilization Warfighting Centers, and training functionality in the deployment and redeployment of units. Other aspects are: Support the implementation and training integration of AC/Army National Guard (ARNG) Divisions, Division Teaming and Multi-component Units; Support the management of Training Aids, Devices, Simulators, Simulations (TADSS); Training Support Center (TSC); Visual Information (VI); Ranges and Training Land (RTLTP); Training Ammunition; Formal Service Schools; The Army School System; Non-commissioned Officer Academies; STRAC; Distance Learning, Battle Simulation Centers; and other programs. All training support being developed are in

support of JFCOM normative and specified unit training requirements, and gaining Combatant Commander Theater specific Tasks, and are applicable to all component units of the Army. Training support includes all Defense Support to Civil Authorities (DSCA). As in the Battlefield Functional Areas (BFAs) all training includes night training, Nuclear, Biological and Chemical (NBC) training, and risk assessments/safety. Mission essential safety training will be provided by the government, as needed. Performance of work at various echelons from ACOM, to MSC/DRU and IMCOM (posts/installations/garrisons) will conform to the published mission and function statements of the various organizations, to include revisions in Army structure based on Army Transformation changes. Resource management for training operations will be under the auspices of the government at all levels.

Task 2A: Training Operations.

Support the training operations requirements of the customer.

Task 2A, Training Operations, Subtask 1

Support and assist the management of training events and calendars.

Task 2A, Training Operations, Subtask 2

Attend training conferences and meetings IAW guidance.

Task 2A, Training Operations, Subtask 3

Assist in the development of priorities for programming and allocation of training resources in accordance with applicable regulations and/or command guidance to support ARFORGEN and the Long War.

Task 2 A, Training Operations, Subtask 4

Assist in the development of training policies and regulations.

The standard for this subtask is as follows:

Assist in the research, layout, and development, and update of training policies and regulations IAW the provisions of the individual task order. Training policies and regulations are developed and published within the suspense established by the TO customer 85% of the time. 95% of the policies and regulations are accepted as accurate and complete by the TO customer.

Task 2A, Training Operations, Subtask 5

Verify reported unit training assessments and readiness. Provide status and feedback.

The standard for the subtask is as follows:

IAW policy objectives stated in applicable AR and FORSCOM regulations, and FORMDEPS.

Task 2A, Training Operations, Subtask 6

Provide, conduct and evaluate training.

The standard for the subtask is as follows:

Provide, conduct, and evaluate training IAW applicable Department of Defense (DOD) Directives, Army Regulations (AR), TRADOC Programs of Instruction (POIs), unit Standing Operating Procedures (SOPs), and applicable Title 10 statutory responsibilities and legislated AC/RC responsibilities. Includes training for military officers, DoD civilians, and their staffs to

ensure DoD's readiness to conduct training to support Geographical Combatant Commanders' (GCC) requirements. Training will be completed to standard within 90% of the time.

Task 2A, Training Operations, Subtask 7

Maintain training records.

The standards for this subtask are as follows:

- i. 90 % of files are IAW prescribed regulations and local standard operating procedures within 30 days and 95% within 90 days of file date.
- ii. 80% of outdated documents and materials are disposed of within 30 working days of expiration and 90% within 90 days.
- iii. 100% of classified documents are accounted for on a daily basis.
- iv. 100% of classified documents are destroyed and accounted for upon expiration and authorized destruction.

Task 2A, Training Operations, Subtask 8

Create and maintain training plans.

The standard for the subtask is as follows:

Develop training plans IAW applicable regulations and the suspense established by the TO customer 80% of the time. 90% of training plans are accepted as accurate and complete by the TO customer.

Task 2A, Training Operations, Subtask 9

Conduct training analysis.

The standard for this subtask is as follows:

Training analysis is conducted IAW the provisions of the individual task order. Training analysis is completed within the suspense established by the TO customer 100% of the time. 90% of resulting reports are accepted as accurate and complete by the TO customer.

Task 2 A, Training Operations, Subtask 10

Develop, review and recommend approval to training resource priorities and documents.

Task 2B: Training Integration

Support the training integration requirements of the customer.

Task 2B, Training Integration, Subtask 1

Provide a mobile training team.

The standard for this subtask is as follows:

Provide, conduct, and evaluate training IAW applicable Army regulations, TRADOC (POIs), unit standard operating procedures (SOPs), applicable Title 10 statutory responsibilities, and legislated AC/RC responsibilities. Complete training to standard, timeline, and customer satisfaction 90% of the time.

Task 2B, Training Integration, Subtask 2

Coordinate input for and provide support to Training General Officer Steering Committees, Reserve Component Coordination Councils, Army Reserve Force Policy Committees, Process Action Teams and other study groups, work groups, and councils as required.

Task 2B, Training Integration, Subtask 3

Conduct compliance inspections. Assist government employees with respect to developing criteria, policy, oversight, and evaluation of training; in such matters/areas as the Organizational Compliance Evaluation Program as stated in FORSCOM 220-2, and feedback on use of Training Support assets.

The standard for this subtask is as follows:

Inspections are conducted IAW the provisions of the Army regulations, federal statutes and the individual task order. Inspections are completed within the suspense established by the TO customer 90% of the time. 90% of resulting reports are accepted as accurate and complete by the TO customer.

Task 2B, Training Integration, Subtask 4

Provide AC/RC integration analysis, assessments, recommendations, and feedback.

Task 2B, Training Integration, Subtask 5

Provide full time support resources to RC units. Assist government employees at ACOM and MSC/DRU level with developing policy, implementation guidance, priorities, allocation, and follow-on assessments of Full Time Support personnel. Some may perform in similar to AGR capacities at other locations.

The standard for this subtask is as follows:

Oversight and management shall be 100% consistent with statutory authorities and FORSCOM Program Plan.

Task 2B, Training Integration, Subtask 6

Integrate training across Army and Service components in accordance with applicable regulations and/or command guidance. Assist with policy development, oversight, and assessment of AC, ARNG, and USAR integrated and multi-component units; to include planning, preparation, and training oversight and evaluation of units spanning pre-mobilization, home station training through validation for, and deployment ISO Combatant Commanders' requirements.

Task 2C: Training Center

Support the training center requirements of the customer.

Background

Training Centers pertaining to FORSCOM refer to activities performed at Headquarters, Forces Command (FORSCOM), FORSCOM MSC/DRUs (First Army and Divisions), IMCOM installations, the National Training Center, Joint Readiness Training Center, and the Force Generation Platforms (FGPs). It generally includes duties and expectations in the area of staff assistance and support at MSC/DRU and above and otherwise as observer/ controllers/trainers.

Task 2C, Training Center, Subtask 1

Support and assist in the management of combat training centers, schedules, exercises, and related activities.

Task 2C, Training Center, Subtask 2

Conduct and evaluate individual and collective skills training including leadership development.

Task 2C, Training Center, Subtask 3

Provide management support of training center resources. Assisting in the development of priorities for programming, procurement and allocation of training center resources.

Task 2C, Training Center, Subtask 4

Support leadership training by application of vignettes, simulation training, judgement Staff Training Exercises (STX), Leader Development Programs (LPD's) and NCODP's in all phases to include preparations, execution, and AAR's development.

Task 2D: Training Exercises

Support the training exercise requirements of the customer.

Background

Training Exercise support consists of development, coordination, management and execution of Training Exercises and Exercise Programs. Primary focus in Training Exercises involves identifying, validating, and sourcing Active and Reserve Component forces such as Bn TF, Heavy, Light and Stryker BCTs and support Bdes, as well as Div and Corps via the ARFORGEN process in support of Army, NATO, Other Services/Agencies, and CJCS World-Wide Exercise training programs. Secondary focus involves development, management, and execution of Exercise support programs such as ARTIMS, JLOTS, JTIMS, ODT, TPFDD and Resource management of Army and Joint funds in support of Regional Combatant Commanders and Army Component Commanders Exercises and Theater Engagement Plans.

Task 2D, Training Exercises Subtask 1

Support and assist in the management of training exercises and schedules.

Task 2D, Training Exercises Subtask 2

Support and assist in the planning and conducting of collective training exercises at all unit and staff levels.

Task 2D, Training Exercises Subtask 3

Provide management support of training exercise resources. Providing assistance during the programming, procurement and allocation of training exercise resources.

Task 2E: Installation Training Support

Provide installation training support requirements to the customer.

Task 2E, Installation Training Support Subtask 1

Assist management in the planning for training funds within authority.

Task 2E, Installation Training Support Subtask 2

Provide comprehensive logistical training support.

Task 2E, Installation Training Support Subtask 3

Provide testing capability.

Task 2E, Installation Training Support Subtask 4

Create and or provide training products (e.g., CD-ROMs, Videotapes, Transparencies).

The standard for this subtask is as follows:

Provide acceptable training products IAW currently approved regulations and procedures.

Task 2E, Installation Training Support Subtask 5

Create and conduct CBT (Computer Based Training).

Task 2E, Installation Training Support Subtask 6

Create and provide network computer training (e.g., security, LAN).

Task 2E, Installation Training Support Subtask 7

Create, provide, operate, and maintain virtual simulators.

Task 2E, Installation Training Support Subtask 8

Provide support to installations regarding Tactical Engagement Simulation Systems (TESS).

Task 2E, Installation Training Support Subtask 9

Support the management of training ammunition.

The standard for the subtask is as follows:

Support the management of training ammunition IAW applicable statutes and regulations 100% of the time.

Task 2E, Installation Training Support Subtask 10

Provide Training Aids, Devices, Simulators, and Simulations (TADSS) support to installations, training developers, and material developers.

The standard for this subtask is as follows:

Meets all established suspense's IAW current agreements, approved regulations, and procedures.

Task 2E, Installation Training Support Subtask 11

Provide support to installations regarding ranges and training land program (RTLTP).

Task 2E, Installation Training Support Subtask 12

Provide support to installation students regarding formal school structure manning decision review (SMDR) process and resulting school quotas and seats.

Task 2E, Installation Training Support Subtask 13

Provide support to installations regarding Total Army School System/Non-Commissioned Officer Academy (TASS/NCOA).

Task 2E, Installation Training Support Subtask 14

Provide support to installations regarding Standards in Training Commission (STRAC).

Task 2E, Installation Training Support Subtask 15

Provide support to installation training support centers (TSC); including Visual Information (VI) and TADSS.

The standard for this subtask is as follows:

Provide accurate acceptable support IAW current regulations and procedures.

Task 2F: Distance Learning (DL) Training

Support the DL training requirements of the customer.

Task 2F, Distance Learning Training, Subtask 1

Create and conduct DL.

Task 2F, Distance Learning Training, Subtask 2

Develop operating plans, timelines, and milestones to implement DL IAW with current regulations and procedures.

Task 2F, Distance Learning Training, Subtask 3

Conduct annual needs assessments IAW current regulations and procedures.

Task 2F, Distance Learning Training, Subtask 4

Develop and execute strategies for implementing the ADLP within FORSCOM IAW current regulations and procedures.

Task 2F, Distance Learning Training, Subtask 5

Develop and execute a marketing program for DL IAW current regulations and procedures.

Task 2F, Distance Learning Training, Subtask 6

Direct the formulation, execution, prioritization of the G3 managed DL facilities, program delivery systems and courseware IAW current regulations and procedures.

The standard for the subtask is as follows:

Maintain required records with 90% accuracy for 5 years.

Task 2G: Range Training Operations

Support the range training operations requirements of the customer.

Task 2G, Range Training Operations, Subtask 1

Manage (excluding government personnel) specified range, training facilities and training lands to include maintaining sufficient documentation on usage, throughput, down time, training ammunition expenditures, and modification to established training schedules.

The standard for the subtask is as follows:

100% of the documentation with 95% accuracy shall be submitted IAW the time specified in the task order.

Task 2G, Range Training Operations, Subtask 2

Maintain historical and user data files.

The standard for the subtask is as follows:

Maintain required records with 90 % accuracy for 5 years.

Task 2G, Range Training Operations, Subtask 3

Operate the range, training facilities and training lands. Manage specified range, training facilities and training lands to include maintaining sufficient documentation on usage, throughput, down time and modification to established training schedules.

The standard for the subtask is as follows:

Operate all scheduled ranges, training facilities, and training lands 85% of the scheduled training time.

Task 2G, Range Training Operations, Subtask 4

Provide safety services.

The standards for the subtask are as follows:

- i. Conduct range and training lands safety training classes weekly. The number of classes will be determined based on requirements detailed in AR 210-21 and AR 385-63.
- ii. Maintain ranges and training sufficiently to support 90% of the training for at least 90% of the scheduled training time.

Task 2G, Range Training Operations, Subtask 5

Provide Integrated Training Area Management (ITAM)

The standard for the subtask is as follows:

90% compliance with the ITAM program requirements, e.g., maintain, restore, and rest training land.

Task 2G, Range Training Operations, Subtask 6

Provide all required support services necessary to manage, operate, and maintain training devices and training aids.

The standards for the subtask are as follows:

- i. Hand receipts shall be issued 100% of the time.
- ii. No more than two valid customer complaints received per year.
- iii. Issuer requests will be processed within 24 hours of receipt 95% of the time.
- iv. Effect organizational repairs within 10 workdays 90% of the time when repair parts are available, or within 10 days of receipt if parts are not available.
- v. Transport equipment for repairs within 3 workdays 90% of the time.
- vi. Pick up and return equipment within one workday of receipt of notification 90% of the time.
- vii. Prepare lateral transfers of equipment within 5 workdays of notification 90% of the time.

Task 2H: Technical and Analytical Training Support.

Provide technical and analytical training support to the customer.

Task 2H, Technical and Analytical Training Support, Subtask 1

Develop, maintain, and update training and evaluation software; software to be created and tested, or off-the-shelf within established timeframes and costs. The government will provide a list of training system software for configuration management, architecture, and database maintenance.

Task 2H, Technical and Analytical Training Support, Subtask 2

Use and maintain a training database.

Task 2H, Technical and Analytical Training Support, Subtask 3

Analyze training information using government approved commercial off the shelf (COTS) software applications.

Task 2H, Technical and Analytical Training Support, Subtask 4

Provide support in the utilization of training and training deployment, redeployment, and data processing procedures, tools and systems.

Task 2H, Technical and Analytical Training Support, Subtask 5

Identify and make recommendations on the compatibility of Training Information technology systems.

Task 2H, Technical and Analytical Training Support, Subtask 6

Streamline processes that lead to reduced time requirements for training United States Army Reserve and Army National Guard units. Investigate, analyze, evaluate and report recommendations on how to streamline the training process and cycle.

Task 2H, Technical and Analytical Training Support, Subtask 7

Identify and make recommendations on methods to improve Reserve Component readiness and training.

Task 2I: Joint Tactical Air Operations (JTAO) Interface Training Program

Support the JTAO training requirements of the customer.

Background

Support all aspects of the JTAO Interface Training Program. The JTAO are those operations that involve the use of air power in coordination with ground, naval or air forces of another service to gain and maintain air superiority, prevent movement of enemy forces, and/or seek out and destroy those forces. The JTAO interface is the interoperability linkage across the services' C2 systems, using Tactical Digital Information Links (TADIL) and standardized message formats. This training program is conducted through classroom instruction, on-line services, coordinating and consulting with applicable service representatives, computer assisted exercises, and field training exercises.

Task 2I, JTAO Interface Training Program, Subtask 1

Support the development, planning, coordination and management of the JTAO Interface Training Program.

Task 2I, JTAO Interface Training Program, Subtask 2

Provide training, operational and analytical support services through JTAO interface and other programs such as the US Message Text Format (USMTF) and Defense Message Systems (DMS) programs.

Task 2I, JTAO Interface Training Program, Subtask 3

Provide support for Joint Tactical Information Distribution System (JTIDS) training.

Task 2I, JTAO Interface Training Program, Subtask 4

Plan for and provide joint training support services for selected field training exercises.

Task 2I, JTAO Interface Training Program, Subtask 5

Develop, update and teach modules covering JTAO domain areas such as Tactical Information Distribution System (JTIDS), Multi-TADIL Advanced Joint Interoperability, USMTF Automation, JTIDS Network Design & System Management, USMTF management and Joint Interface Control Officer concepts.

Task 2I, JTAO Interface Training Program, Subtask 6

Review and revise tactical communications blocks of instruction, instructor and student materials, and present tactical telecommunications equipment and operational training in support of the Multi-TADIL School and Joint Interface Control Officer (JICO) training program in accordance with the schedule established by the Joint Interoperability Division (JID).

Task 2I, JTAO Interface Training Program, Subtask 7

Provide tactical communications planning, technical support and subject matter expertise for the execution of JID operations during scheduled supported exercises and contingency operations. May be required to deploy to other exercise or operational support locations as directed.

Task 2I, JTAO Interface Training Program, Subtask 8

Provide technical assistance and evaluation in identifying JID communications needs and shall develop recommendations for the identification and procurement of communications equipment, services and training to support the requirements of the JID.

Task 2I, JTAO Interface Training Program, Subtask 9

Serve as a senior focal point in all matters pertaining to JCS Joint Manning Documentation (JMD); provide supporting assistance with data analysis and planning workshops pertaining to such areas of interest.

Task 2I, JTAO Interface Training Program, Subtask 10

Use lessons learned and noted problem areas from previous exercises to make recommendations for JMD and data analysis support improvements for the JID.

Task 2I, JTAO Interface Training Program, Subtask 11

Coordinate matters relating to data analysis and JMD support between participating services, organizations and the JID.

Task 2I, JTAO Interface Training Program, Subtask 12

Coordinate with United States Joint Forces Command (USJFCOM) and supported organizations to schedule and conduct JMD working meetings for various joint exercises.

Task 2I, JTAO Interface Training Program, Subtask 13

Participate in the exercise concept development process with USJFCOM, Service and ACOM representatives to offer suggestions and tentative solutions to exercise command level JMD and data analysis support issues. Facilitate translation of JTAMD exercise activity into specific exercise objectives and record those objectives and other decisions made during the planning process.

Task 2I, JTAO Interface Training Program, Subtask 14

Analyze specified and implied tasks necessary to enable accomplishment of exercise support objectives and develop a recommended timeline for completion of required JMD support tasks.

Task 2I, JTAO Interface Training Program, Subtask 15

Provide JMD and data analysis support to the Joint Exercise Control Group (JECG) during the conduct of various joint exercises.

Task 2I, JTAO Interface Training Program, Subtask 16

Create briefing presentations when required, using office software. The contractor shall be capable of presenting briefings on the various joint exercises, on the JMD and data analysis support plan.

Task 2I, JTAO Interface Training Program, Subtask 17

Create USMTF messages using USMTF software (CMP). Messages will include, but not limited to GENADMIN, SITREP, ORDER and other pertinent exercise messages.

Task 2I, JTAO Interface Training Program, Subtask 18

Provide inputs to After Action Reports (AARs) for pertinent exercise JMD and data analysis support observations for future exercise improvements.

Task 2I, JTAO Interface Training Program, Subtask 19

Provide on-sit support to the Exercise Branch.

Task 2I, JTAO Interface Training Program, Subtask 20

Assist the JID and USJFCOM with coordination of analysis requirements within the Joint Integrated Air Defense System (JIADS) to include data analysis support, communications and administrative support requirements of data collectors from other Services and DoD agencies.

Task 2I, JTAO Interface Training Program, Subtask 21

Assist the JIF and USJFCOM with planning, developing and executing a comprehensive Joint Tactical Air Operations (JTAO) operations analysis plan to support all Division exercise requirements.

Task 2I, JTAO Interface Training Program, Subtask 22

Assist the JID and USJFCOM with data reduction and presentations of data findings during planning conferences and exercise briefings and debriefings.

Task 2I, JTAO Interface Training Program, Subtask 23

Assist the JID in preparation of the analysis section of Exercise Plans (EXPLANs).

Task 2I, JTAO Interface Training Program, Subtask 24

Assist the JID with reviewing all JTAO exercise related documents as they pertain to the analysis of training objectives and JTAO procedures used during.

Task 2I, JTAO Interface Training Program, Subtask 28

Program and ship the Remote Terminal Emulator 11/Data Terminal Simulation Set 16 (RTE 11/DTSS 16) equipment to player units in advance of the exercise as directed by the Chief, Joint Warfighter Support Division, and shall receive the equipment from units following the exercise. On receipt of equipment from exercise player units, the contractor shall inventory the equipment, ensure the equipment is in operable condition, notify the government representative of maintenance required, and store the equipment in a secure, controlled environment facility. The contractor shall provide repair material and perform level-one maintenance.

Task 2I, JTAO Interface Training Program, Subtask 29

Develop and maintain standard operating procedures that provide for property accountability and scheduled maintenance of the JICC-D Equipment Suite.

Task 2I, JTAO Interface Training Program, Subtask 30

Develop and maintain component lists for each identified system in the JICC-D Equipment Suite and provide appropriate descriptive information to facilitate quick inventory and property accountability.

Task 2I, JTAO Interface Training Program, Subtask 31

Prepare equipment for shipment to player units in advance of exercises or operations as directed by the Chief, JID and shall receive the equipment from units following the exercise. On receipt of equipment from exercise player units, the Contractor shall inventory the equipment, ensure the equipment is in operable condition, notify the Government representative of maintenance required, and store the equipment in a secure, controlled environment facility or in a storage location as directed. The Contractor shall provide repair material and perform level-one maintenance.

Task 2I, JTAO Interface Training Program, Subtask 32

Maintain the warranty service records for all equipment. If warranty service is required, the contractor shall coordinate with the appropriate vendor for on-site repairs or shipment to vendor facilities.

Task 2I, JTAO Interface Training Program, Subtask 33

Provide assistance in planning, supporting and attending scheduled exercise meetings, in-progress reviews (IPRs) and coordination conferences as planning for the exercise continues. This also includes providing protocol briefings as required during the various conferences and as required to exercise leadership.

Task 2I, JTAO Interface Training Program, Subtask 36

Provide full time on-sit technical and operational support at the scheduled exercise location.

Task 2I, JTAO Interface Training Program, Subtask 43

Develop Multi-TADIL architectures for use within assigned AOR/Theaters..

Task 2I, JTAO Interface Training Program, Subtask 44

Prepare and/or review Operational Tasking Data (OPTAK) LINK messages for use in specified contingencies or exercises.

Task 2I, JTAO Interface Training Program, Subtask 45

Prepare and submit JTIDS Network Request Forms as required to support contingencies or exercises.

Task 2I, JTAO Interface Training Program, Subtask 46

Perform duties as a Joint Interface Control Officer, a Joint Track Data Coordinator, a Link 11 and/or Link 16 Manager.

Task 2I, JTAO Interface Training Program, Subtask 47

Perform analysis of Multi-TADIL architecture performance and institute changes based on observations.

Task 2I, JTAO Interface Training Program, Subtask 48

Coordinate with development and acquisition agencies for procurement and evaluation of Joint Interface Control Officer (JICO) automated tools.

Task 2I, JTAO Interface Training Program, Subtask 49

Maintain configuration management of the JICO automated tools for use by the Joint Interface Control Cell-Deployable (JICC-D) cell.

Task 2I, JTAO Interface Training Program, Subtask 50

Represent the command at Joint and Combined Interoperability Working Groups.

Task 2I, JTAO Interface Training Program, Subtask 51

Manage JICO and JTIDS Network Design and Systems Management courseware development and maintenance.

Task 2I, JTAO Interface Training Program, Subtask 52

Provide JICO Course planning and administration, which includes development and maintenance of schedules, scheduling hands-on field training, student briefs, handouts and administrative documents, and student notification processes.

Task 2I, JTAO Interface Training Program, Subtask 53

Assist assigned military instructors with development, revision and maintenance of JICO course materials.

Task 2I, JTAO Interface Training Program, Subtask 54

Assist with instruction or instruct various specified blocks of course material, along with assigned military instructors, for the JICO course and other JMTS courses as required.

Task 2I, JTAO Interface Training Program, Subtask 55

Prepare, manage and evaluate JICO End-of-Course Critiques that will support proposed changes to course conduct or materials, including a post-training student evaluation plan.

Task 2I, JTAO Interface Training Program, Subtask 56

Assist with curriculum reviews, courseware development, and multimedia enhancements, for JICO and other follow-on JMTS courses.

Task 2I, JTAO Interface Training Program, Subtask 57

Author student workbooks, practical exercises, student guides, examinations and other JMTS courseware materials, as required, for the JICO course and the JTIDS Manager course.

Task 2I, JTAO Interface Training Program, Subtask 58

Establish and maintain a JICO web site with training material updates to afford previous students with updated information.

Task 2I, JTAO Interface Training Program, Subtask 62

Assist with planning and development process for Joint Operations and JTAO exercises. This includes providing briefings as required.

Task 3 : Modeling and Simulation (M&S)

Support the M&S requirements of the customer.

Background

Develop software models and simulations. Develop and provide Simulation and digital training and technology support that gives soldiers the skills they need to succeed in actual battle conditions or other related missions and deployments. Support the management and operation of a simulation center. All tasks will be accomplished in accordance with (IAW) applicable public law, DoD, and Army directives and regulations.

Task 3A: Modeling and Simulation System/Decision Support Tool (DST) Development & Sustainment

Support the simulation system development and sustainment requirements of the customer.

Task 3A, Modeling and Simulation System/DST Development & Sustainment, Subtask 1

Provide systems and software engineering support, to include systems design, analysis, development, integration, technical assistance, and software application development.

- i. All upgrades/installs occur during planned down time.
- ii. 100% of installs/upgrades are tested /validated prior to use before an exercise. Exceptions would be for “conditional or test use.”
- iii. Complete discrepancy reports within two working days of discovery.
- iv. All aspects of software engineering are developed IAW best commercial practices.

Task 3A, Modeling and Simulation System/DST Development & Sustainment, Subtask 2
Document and present analysis of system and system design requirements.

Task 3A, Modeling and Simulation System/DST Development & Sustainment, Subtask 3
Document and submit plans to guide the implementation of necessary system hardware and software communications including subsystem interfaces (both hardware and software).

Task 3A, Modeling and Simulation System/DST Development & Sustainment, Subtask 4
Develop documentation to inform users of the specific capabilities and applications of the system(s) being supported.

Task 3A, Modeling and Simulation System/DST Development & Sustainment, Subtask 5
Develop, implement, and document software models/simulation systems, subsystems and/or components.

The standards for the subtask are as follows:

- i. Create initial assessment process for review and approval first.
- ii. Follow development plans and coding schedule as defined in TO.
- iii. Meet established time-lines as specified in the TO.

Task 3A, Modeling and Simulation System/DST Development & Sustainment, Subtask 6
Perform operational testing, validation and verification testing and acceptance testing of all software being developed.

The standard for the subtask is as follows:

Software must successfully perform all tasks for which designed with no failures upon completion of iterative testing and acceptance.

Task 3A, Modeling and Simulation System/DST Development & Sustainment, Subtask 7
Provide maintenance support on software products.

Task 3A, Modeling and Simulation System/DST Development & Sustainment, Subtask 8
Perform configuration management activities.

Task 3A, Modeling and Simulation System/DST Development & Sustainment, Subtask 9
Operate local and wide area networks with the line of demarcation.

The standard for the subtask is as follows:

Network operational 99% of the time during exercise hours. 99% of the time excludes scheduled downtimes, system and software upgrades, and network problems caused by elements outside line of demarcation.

Task 3A, Modeling and Simulation System/DST Development & Sustainment, Subtask 10
Develop a design approach or methodology that allows for high reuse and portability.

Task 3B: Exercise Operation Support

Provide exercise operation support to the customer.

Task 3B, Exercise Operation Support, Subtask 1

Provide exercise and game support for military exercises.

The standard for the subtask is as follows:

Game downtimes shall not exceed 45 minutes. The 45 minute rule will apply per event.

Task 3B, Exercise Operation Support, Subtask 2

Provide planning and exercise scheduling and support services.

Task 3B, Exercise Operation Support, Subtask 3

Provide simulated and automated Opposing Forces (OPFOR) support.

Task 3B, Exercise Operation Support, Subtask 4

Conduct and provide exercise analysis and after-action reviews.

Task 3B, Exercise Operation Support, Subtask 5

Create, provide and operate constructive and virtual simulations such as CCTT and provide all technical support. Provide and support the link to live training when used in conjunction with a simulations environment.

Task 3B, Exercise Operation Support, Subtask 6

Design and develop simulation exercise databases.

The standards for the subtask are as follows:

- i. Design and have database completed 5-30 calendar days prior to exercise execution. Exact days will be determined on magnitude of exercise data. However, not to exceed 30 calendar days.
- ii. Each and every database, to include terrain, shall have been successfully tested (loading, launch, and execution) prior to delivery to the customer.

Task 3B, Exercise Operation Support, Subtask 7

Provide operational level security requirements.

The standards for the subtasks are as follows:

Security standards in accordance with the scope of Task Orders and IAW applicable public law, DoD, and Army directives and regulations.

Task 3B, Exercise Operation Support, Subtask 8

Ensure database and network security and protection.

Task 3B, Exercise Operation Support, Subtask 9

Create, provide and operate digital stimulations in a synthetic environment.

Task 3B, Exercise Operation Support, Subtask 10

Create, provide and operate dissimilar systems into a federation of systems.

Task 3B, Exercise Operation Support, Subtask 11

Provide telecommunications support.

Task 3B, Exercise Operation Support, Subtask 12

Conduct tours of facilities and demonstrate models. Operate a visitor's bureau during scheduled exercises or periods of high visibility.

The standards for the subtasks are as follows:

- i. Standard: within one working day of notification provide a pre-approved demonstration.
- ii. Brief in a pleasant and professional manner visiting dignitaries and resolve any complaints received expeditiously.

Task 3B, Exercise Operation Support, Subtask 13

Develop standard operating procedures.

Task 3B, Exercise Operation Support, Subtask 14

Conduct technical after action reviews.

Task 3B, Exercise Operation Support, Subtask 15

Provide, create and operate simulations training assessments.

Task 3B, Exercise Operation Support, Subtask 16

Create and maintain business process simulations and provide acquisition simulation support.

Task 3C : Simulation Center Training Support

Provide simulation center training support to the customer.

Task 3C, Simulation Center Training Support, Subtask 1

Manage and operate a Battle Simulation Center (BSC) and provide simulation center training activities and conduct battle simulation training exercises.

Task 3C, Simulation Center Training Support, Subtask 2

Provide Observers, Controllers, and Trainer support for virtual, constructive, digital and live simulations.

Task 3C, Simulation Center Training Support, Subtask 3

Develop and conduct training and training courses for users and system support staff.

Task 3C, Simulation Center Training Support, Subtask 4

Provide New and Displaced Equipment Training Plans for simulation systems.

Task 3C, Simulation Center Training Support, Subtask 5

Provide New and Displaced Equipment Training (NET & DET) for simulation systems.

Task 3C, Simulation Center Training Support, Subtask 6

Develop structured training plans in support of training conducted at the simulation center.

Task 3C, Simulation Center Training Support, Subtask 7

Conduct training (e.g., live, virtual, constructive and digital) IAW the approved training plan.

Task 3C, Simulation Center Training Support, Subtask 8.

Home Station Training and Leader Development Center (HSTLDC) - Operate a Home Station Training and Leader Development Center at the secret level. The operations center shall provide monitoring and reach capability for deployed units and units conducting distributed training. The operations center shall be configured to meet mission requirements and shall typically include both ABCS and VTC connectivity. The contractor shall have the ability to operate Defense Collaborative Tools, NIPRNET, and SIPRNET as a component of a distributed Home Station Operations Center (HSOC). The HSTLDC shall support unit personnel requiring SIPRNET access and research capabilities.

Task 3D : Analytic Activities

Support the analytic activities of the customer.

Task 3D, Analytic Activities, Subtask 1

Perform studies and analyses for Modeling and Simulation (M&S) requirements and provide feedback and make improvement recommendations.

Task 3D, Analytic Activities, Subtask 2

Create reports specified in the task orders.

Task 3D, Analytic Activities, Subtask 3

Provide budget analysis, estimates and support.

Task 3D, Analytic Activities, Subtask 4

Provide functional area research.

Task 3D, Analytic Activities, Subtask 5

Conduct liaison with model and simulation developers.

Task 3D, Analytic Activities, Subtask 6

Support Knowledge Management requirements and capabilities

Task 3D, Analytic Activities, Subtask 7

Debrief Returning Veterans

Conduct a program of video taped interviews of returning combat veterans. Use as lesson learned material for deploying units. Transcribe and make available within six (6) months of taping. Create web based streaming video for world wide distribution.

Task 3D, Analytic Activities, Subtask 8

Trend Analysis

Conduct trend analysis of systems usage to determine statistical data, identify future trends, and identify pattern applications. Analysis based on data related to usage of simulations to include hours of operation, soldiers trained, quantity of exercises, numbers of personnel/workstations employed, and number of contractor personnel required. Analysis and results provided on frequency basis stipulated in task order but not less than once a month.

Task 4: Flight Operations

Support the flight operation requirements of the customer.

Background

Provide all required support services necessary to manage, operate and maintain airfield flight operations and Visual Flight Rules (VFR) air traffic control activities. The VFR applies to only those functions performed by the ATC facility (Tower/Flight Following facilities).

Task 4A, Airfield Operations

Provide all required support for airfield operations

The intent is NOT to include facility maintenance, security or runway repairs, security guard functions or firefighting but operations functions may include the refueling task.

Task 4A, Airfield Operations, Subtask 1

Maintain flight publication manuals. Contractor would be required to manage an existing/established publications account.

The standard for the subtask is as follows:

Flight publications shall be 100% current at all times.

Task 4A, Airfield Operations, Subtask 2

Review and file aviation flight plans with appropriate agency.

The standard for the subtask is as follows:

Review and file aviation flight plans with appropriate agency within 30 minutes of receipt from flight crew or authorized organization.

Task 4A, Airfield Operations, Subtask 3

Close aviation flight plans with appropriate agency.

The standard for the subtask is as follows:

Close all flight plans within 30 min of landing 99% of the time.

Task 4A, Airfield Operations, Subtask 4

Maintain historical files for flight operations.

The standard for the subtask is as follows:

Maintain historical files for 5 years to 90% accuracy.

Task 4A, Airfield Operations, Subtask 5

Maintain flight-planning area. Contractor would be required to manage an existing/established publications account.

The standard for the subtask is as follows:

Flight planning area publications and charts shall be 100% current at all times.

Task 4A, Airfield Advisory Services, Subtask 6

Provide airfield advisory services. Must provide airfield advisory services during published airfield operating hours and when the control tower is non-operational or closed. Advisory service would be required for those published operating hours where the ATC tower was not operational. Note: not all airfields are published for 24/7 operations.

Task 4A, Airfield Operations, Subtask 7

Maintain and operate Service B System connecting military base operations to the host Air Route Traffic Control Center (ARTCC).

The standard for the subtask is as follows:

All personnel assigned shall be trained in operation and maintenance procedures for the Service B system. Training shall be documented and available for inspection during bi-annual Aviation Resource Management Surveys.

Task 4A, Airfield Operations, Subtask 8

Provide refueling and other related services for assigned and transient aircraft.

The standard for the subtask is as follows:

Perform services IAW FM 1-300.

Task 4A, Airfield Operations, Subtask 9

Perform Search and Rescue (SAR) operations for lost or overdue aircraft within military and civilian SAR systems. Flight operations will initiate the SAR process as outlined within the Airfield Operating Procedure manual. Contractor will not be required to provide aircraft or crews.

The standard for this subtask is as follows:

SAR Plan shall be published in flight operations Standard Operating Procedures (SOP).

All personnel shall receive initial training on SAR procedures with annual refresher training documented within individual training records and available for inspection during bi-annual Aviation Resource Management Surveys.

Task 4A, Airfield Operations, Subtask 10

Develop, coordinate and maintain a Pre-accident Plan for airfield operations.

Standards for this subtask are as follows:

Plan shall be published in flight operations Standard Operating Procedures (SOP). All personnel shall receive initial training on Pre-accident Plan with annual refresher training documented within individual training records and available for inspection during bi-annual Aviation Resource Management Surveys.

Task 4A Airfield Operations, Subtask 11

Develop, coordinate and maintain Airfield Contingency Plans covering but not limited to medical emergencies, weather emergencies, aircraft hijack incidents and sabotage prevention.

Standards for this subtask are as follows:

Plan shall be published in flight operations Standard Operating Procedures (SOP). All personnel shall receive initial training on Airfield Contingency Plan with annual refresher training documented within individual training records and available for inspection during bi-annual Aviation Resource Management Surveys.

Task 4A, Airfield Operations, Subtask 12

Develop, coordinate and maintain hazardous material procedures for the airfield.

Standards for this subtask are as follows:

Plan shall be published in flight operations Standard Operating Procedures (SOP).

All personnel shall receive initial training on Hazardous Material Handling Procedures with annual refresher training documented within individual training records and available for inspection during bi-annual Aviation Resource Management Surveys.

Task 4B: VFR Air Traffic Control (ATC) Operations

Support the VFR ATC requirements of the customer.

Background

Perform airfield VFR Air Traffic Control (ATC) operations and provide Visual Flight Rules (VFR) Air Traffic Control services at Army airfields.

Task 4B, VFR Air Traffic Control Operations Subtask 1

Operate ATC VFR facilities.

ATC facilities must be operated in accordance with military and Federal Aviation Administration (FAA) rules and regulations that apply to ATC.

Standard for this sub-task is as follows:

- i. Meet FAA rules and appropriate Army regulations 100% of the time.
- ii. All assigned personnel must have in their possession a valid Class II certificate, certificate of grades, and/or the Air Traffic Control Certificate issued by Air Traffic Services Command prior to performing ATC duties.

Task 4B, VFR Air Traffic Control Operations Subtask 2

Develop, coordinate and maintain current set of facility directives, Letters of Agreement, FAA handbooks and orders, Army regulations, field manuals, and technical manuals. Contractor would be required to manage an existing/established publications account.

Standard for this sub-task is as follows:

All FAA handbooks/Army regulations/field and technical manuals must be maintained current 100% of the time. All Letters of Agreement and facility directives shall be reviewed and staffed with appropriate agencies on an annual basis and available for inspection during bi-annual Aviation Resource Management Surveys.

Task 4B, VFR Air Traffic Control Operations Subtask 3

Develop and maintain a facility training program to meet certification requirements for facility rating. Create and maintain individual controller training records on each controller assigned. (FM 1-303).

Standard for this sub-task is as follows:

All assigned personnel shall complete the facility training program prior to being facility rated. All training shall be documented in individual training records and available for inspection during bi-annual Aviation Resource Management Surveys.

Task 4B, VFR Air Traffic Control Operations Subtask 4

Provide sufficient qualified facility rated personnel to meet published operating hours in flight information publications and minimum shift manning levels as outlined in FM 1-303.

Standard for this sub-task is as follows:

Facility must be staffed with the minimum qualified personnel 100% as outlined in FM 1-303.

Task 4B, VFR Air Traffic Control Operations Subtask 5

Maintain facility operations to a level that meets biannual inspection criteria as outlined in Aviation Resource Management Survey guide.

Standard for the sub-task is as follows:

Facility operations shall be at a level that meets inspection criteria as outlined in the Aviation Resource Management Survey guide.

Task 4B, VFR Air Traffic Control Operations Subtask 6

Provide monthly ATC facility and personnel status reports (DA Form 3479-6R) to HQ Air Traffic Services Command (ATSCOM) as prescribed in FM 1-303.

Standard for this sub-task is as follows:

Report submitted by the 10th working day of month following month being reported.

Task 4B, VFR Air Traffic Control Operations Subtask 7

Coordinate maintenance and modernization requests for ATC specific equipment through ATSCOM and or ACOM.

Standard for this sub-task is as follows:

Follow procedures outlined in AR 95-2.

Task 4C: Air Traffic Services

Provide airspace and Air Traffic Services (ATS) support to the customer.

Background

Provide airspace and Air Traffic Services (ATS) support to Army warfighters and installations. Ensure safety of operations, standardization, and controller/unit certification of Army Air Traffic Control (ATC) through rigorous compliance and certification inspections. Develop and provide functional area support/expertise to meet the Army airspace/ATS requirements to operate in joint/combined environments and national/international airspace systems.

Task 4C, Air Traffic Services, Subtask 1

Assist in the deployment of Air Traffic Service (ATS) Forces and the integration of arriving ATS Forces. Support the ATSCOM in operating and maintaining ATS Systems. Assist the ATS in the deployment/redeployment of ATS systems and personnel. Support in the direct operations of the Area Maintenance Facility (AMF).

Task 4C, Air Traffic Services, Subtask 2

Provide the ATSCOM with uniform quality assurance standards for all Army ATS elements both tactical and installation facilities; active and reserve components, and for all military, civilians and contractor personnel. Provide a central point of information on all matters regarding ATS/ATC unit and individual training requirements and certification.

Task 4C, Air Traffic Services, Subtask 3

Perform aeronautical evaluation of navigational aids, provide training support as requested by ATS/ATC unit commanders, and participate in ACOM scheduled Aviation Resource Management Surveys (ARMS) assessing ATS/ATC operations and training.

Task 4C, Air Traffic Services, Subtask 4

Exercise general staff supervision over all logistics functions of the command, across the spectrum of conflict, to include installation/sustaining base operations.

Task 4C, Air Traffic Services, Subtask 5

Develop and implement policy guidance to manage ATS/ATC facility operations, guide configuration and facilitate equipment modernization.

Task 4C, Air Traffic Services, Subtask 6

Provide direct, general and limited depot maintenance support for installation ground navigational aids and landing systems throughout CONUS, Alaska, Hawaii, Honduras, Japan, Korea and other locations as required.

Task 5: Mobilization Plans and Execution.

Support the mobilization plans and execution requirements of the customer.

Background (FORSCOM Mobilization Plans and Execution)

Assist in the planning, coordinating and executing of the five phases of mobilization and deployment of all Army Components. Support G3/5/7 in mobilization, mobilization exercise guidance, the Command Readiness Program and **Deployment and Reconstitution Tracking Software (DARTS)** . Support FORSCOM in preparing, developing, coordinating and disseminating mobilization and mobilization exercises policies and procedures for all phases of mobilization. Support G3/5/7 in coordinating and executing the FORSCOM Mobilization and Deployment Planning System (FORSCOM Regulation 500-3 and 500-3-1 through 500-3-5). Support FORSCOM in developing and conducting the FORSCOM Command Readiness Program for education of senior commanders and staffs, identifying problem areas and promulgating command guidance. Support G3/5/7 in coordination and development of **DARTS** in automating the mobilization process for Reserve Component units and for deployment of Active Component and Reserve units. Familiarity with GCCS-A and data/database usage within the context of the mobilization program will be necessary to effectively carry out many of the requirements of this task.

Task 5A: Mobilization Planning

Assist in providing mobilization plans and deployment policy and standards guidance for all Army Components as the Department of the Army executive agent for mobilization.

The standard for the task is as follows:

Meet prescribed suspense dates or obtain approval for a date shift and submit information IAW specified guidelines.

Task 5A, Mobilization Planning, Subtask 1

Update FORSCOM Mobilization and Deployment Planning System (FORMDEPS) regulations FC 500-3-1 through 5; and if required, additional volumes as applicable (Home Land Defense and/or Home Land Security).

Task 5A, Mobilization Planning, Subtask 2

Formulate and update handbooks and "read ahead" books for senior leadership, middle-management or action officer level regarding Army mobilization, FORSCOM Mobilization or Unit Mobilization.

Task 5A, Mobilization Planning, Subtask 3

Provide mobilization planning analysis support for Functional Area Assessment (FAA) of the mobilization planning process.

Task 5A, Mobilization Planning, Subtask 4

Attend mobilization planning conferences for the following commands or installations: JCS, HQDA, CONUSA, Installation Triennial Conferences, Regional Readiness Command (RRC) and Joint Force Headquarters (JFHQ). Prepare trip or meeting reports.

The standard for the subtask is as follows:

Submit trip reports and supporting documentation within 5 days upon completion of travel or meeting.

Task 5A, Mobilization Planning, Subtask 5

Develop and maintain mobilization planning briefings.

Task 5B: Mobilization Exercise Support

Provide mobilization exercise support across entire mobilization, deployment, redeployment and demobilization cycle.

The standards for the task are as follows:

- i. Meet prescribed suspense dates for mobilization exercise support or obtain written approval for a date shift and submit information IAW specified guidelines.
- ii. Work products must be free from errors (content and clerical), contain adequate and relevant information, and within timeframe identified in the TO.

Task 5B, Mobilization Exercise Support, Subtask 1

Develop exercise concept, goals and objectives.

Task 5B, Mobilization Exercise Support, Subtask 2

Prepare and coordinate exercise directive(s) and evaluation plan(s).

Task 5B, Mobilization Exercise Support, Subtask 3

Prepare exercise briefings and supporting documents.

Task 5B, Mobilization Exercise Support, Subtask 4

Develop Master Scenario Events Lists (MSELs), to include participating headquarters to support accomplishment of exercise objectives.

Task 5B, Mobilization Exercise Support Subtask 5

Develop Exercise Control Group Instructions and on-site support requirements.

Task 5B, Mobilization Exercise Support, Subtask 6

Establish and maintain exercise newsgroups and bulletin boards in support of mobilization exercise(s).

The standards for the subtask are as follows:

- i. Coordinate establishment of classified newsgroups or bulletin boards for individual exercises within 30 days of TO unless otherwise specified in TO.
- ii. Monitor and respond to newsgroup article(s) request for information adequately within 24 hours.

Task 5B, Mobilization Exercise Support, Subtask 7

Collect, analyze and provide exercise lessons learned.

Task 5B, Mobilization Exercise Support, Subtask 8

Develop and coordinate After Action Report(s) (AARs) and Hot Wash critiques.

Task 5B, Mobilization Exercise Support, Subtask 9

Attend exercise conferences and meetings.

The standard for the subtask is as follows:

Attend on time, with relevant information. Submit trip and conference reports in organized format, error free (content and clerical), within 5 workdays after the end of the conference.

Task 5C: Mobilization Management.

Provide support for mobilization planning, coordination and execution.

The standard for the task is as follows:

Meet prescribed suspense dates or obtain written approval for a date shift and submit information IAW specified guidelines.

Task 5C, Mobilization Management, Subtask 1

Plan, coordinate and execute Reserve Component unit mobilization requirements to fulfill requests for force requirements.

Task 5C, Mobilization Management, Subtask 2

Plan, manage, coordinate and schedule mobilization activities.

Task 5C, Mobilization Management, Subtask 3

Provide mobilization planning and execution support to staff and subordinate commands.

Task 5C, Mobilization Management, Subtask 4

Analyze and recommend improvements for command, control, and coordination of deployment and mobilization activities.

Task 5C, Mobilization Management, Subtask 5

Provide support for mobilization conferences.

Task 5C, Mobilization Management, Subtask 6

Coordinate mobilization activities between major military commanders and civilian leadership.

Task 5C, Mobilization Management, Subtask 7

Determine, coordinate and integrate Reserve Component units with Power Projection and Power Support Platforms (PPP/PSP) and mobilization stations.

Task 5D: Mobilization Requirements and Analytical Support.

Provide requirements and analytical support for mobilization planning and exercises.

Task 5D, Mobilization Technical and Analytical Support, Subtask 1

Use government approved commercial off the shelf (COTS) software application(s) to analyze mobilization planning/execution information.

The standard for the subtask is as follows:

Data exceptions and/or questionable accuracy is identified for each mobilization scenario supporting operation plans.

Task 5D, Mobilization Technical and Analytical Support, Subtask 2

Recommend update(s) and software change request(s) (SCR) information on GCCS-A mobilization software supporting planning and execution.

The standard for the subtask is as follows:

Report and submit SCR information, outlining the functional area, application software, problem and recommended process solution(s) within 5 days of the date software problem occurred.

Task 5D, Mobilization Technical and Analytical Support, Subtask 3

Monitor and update RC unit mobilization stationing, scheduling, alert, call-up, and mobilization station arrival date information.

Task 5D, Mobilization Technical and Analytical Support, Subtask 4

Maintain and update mobilization planning and execution data in the Global Command and Control System – Army (GCCS-A) database.

Task 5D, Mobilization Technical and Analytical Support, Subtask 5

Maintain and update GCCS-A mobilization data for mobilization exercises.

Task 5D, Mobilization Technical and Analytical Support, Subtask 6

Identify and provide recommendations on the compatibility of information technology systems supporting RC mobilization.

Task 5D, Mobilization Technical and Analytical Support, Subtask 7

Maintain and update mobilization data in support of Geographic Combatant Commanders and all ACOMs/ASCCs/DRUs.

Task 5D, Mobilization Technical and Analytical Support, Subtask 8

Provide mobilization data analysis for exercise plans and update scenarios.

Must provide analysis concerning data elements and exercise related information to staff agencies and subordinate commands per TO.

Task 5D: Mobilization Technical and Analytical Support, Subtask 9

Streamline processes leading to reduced time requirements for mobilization and deployment of Reserve Component units. Investigate, analyze, evaluate and report recommendations on how to streamline the mobilization process.

Task 5E: Mobilization Process Automation Support

Provide mobilization process automation support to the customer.

Task 5E, Mobilization Process Automation Support, Subtask 1

Analyze requirements to facilitate mobilization and deployment of units from respective mobilization stations.

Task 5E, Mobilization Process Automation Support, Subtask 2

Coordinate with Integrated Total Army Personnel Data Base and eMILPO functional proponents to identify functional requirements for personnel data exchange feed.

STANDARD: Identify all data elements from the personnel database which support mobilization and deployment. Develop, coordinate and maintain Memorandum of Understanding with ITAPDB functional proponent .

Task 5E, Mobilization Process Automation Support, Subtask 3

Coordinate with Medical Occupational Data System (MODS) to identify functional requirements for medical data exchange feed.

The standard for the subtask is as follows

Identify all of the data elements from the medical database, which supports mobilization and deployment. Develop, coordinate and maintain Memorandum of Understanding with MODS functional proponent .

Task 5E, Mobilization Process Automation Support, Subtask 7

Develop support requirements for common access card and DARTS.

The standard for the subtask is as follows:

Ensure standard data elements, which support the automation tasks of SMART Card

Applications, are incorporated into a transition plan for the Common Access Card. Accuracy must be 100%.

Task 5E, Mobilization Process Automation Support, Subtask 8

Develop business rules and transition plan and coordinate migration of JOINT Warrior Readiness and DARTS to a single database.

STANDARD: Business rules must establish create, update and delete rules for each application, timing and accuracy requirements. Transition plan must enable each application to separately access single databases with zero errors by either application. Data elements must be complete to support each application singularly.

Task 5F, Mobilization Process Automation Support, Subtask 9

Coordinate with Program Manager, Reserve Component Automation System (PM-RCAS) for business rules and interfaces of Mobilization Planning Data Viewer (MPDV) and DARTS. The standard for the subtask is as follows:

Ensures the interface of MPDV files and process to update DARTS occurs in a timely manner to support the arrival of mobilized RC units at the MS.

Task 5G, Mobilization Process Automation Support, Subtask 10

Coordinate with Program Manager, Digital Training Management System (PM-DTMS) for business rules and interfaces of DTMS data requirements and DARTS. The standard for the subtask is as follows:

Ensures the interface of DTMS files and process to update DARTS occurs in a timely manner to support the arrival of mobilized RC units at the MS.

Task 6: Deployment Operations.

Support the deployment operations requirements of the customer.

Background

Support DCSOPS in executing FORSCOM Regulation **500-3-2**, which provides the basis for all deployment activities. Deployment data are organized for the time phasing of units into the AOR by FORSCOM. Included in this database is information regarding CONUS bases augmentation forces provided by CG, FORSCOM in response to supported Geographic Combatant Commander (GCC) requirements where deployment execution is decision based. FORSCOM and installations monitor activities and provide guidance throughout the deployment process. FORSCOM and the installation's functional staff are the "deployer" and the unit, regardless of size, is the "deployee" where installations deploy units and perform assigned POE activities IAW approved FORSCOM deployment plans

Task 6A: Deployment Process Training

Coordinate, plan and provide deployment process training across the entire deployment process (see FORSCOM REG 500-3-2)

The standard for the task is as follows:

Each class is taught IAW the approved Program of Instruction (POI) and in the language of the training institution.

Task 6A, Deployment Process Training, Subtask 1

Plan, schedule, and execute deployment process training.

Task 6A, Deployment Process Training, Subtask 2

Provide deployment process training feedback.

Task 6A, Deployment Process Training, Subtask 3

Coordinate deployment process training in support of designated exercises.

Task 6A, Deployment Process Training, Subtask 4

Program, manage and schedule deployment process training resources.

Task 6A, Deployment Process Training, Subtask 5

Maintain training records, both unit and individual

The standards for the subtask are as follows:

- i. 95 % of files are IAW prescribed regulations and local standard operating procedures within 3 days and 100% within 60 days of file date.
- ii. 70% of outdated documents and materials are disposed of within 10 working days of expiration and 100% within 30 days.
- iii. 100% of classified documents are accounted for on a daily basis.
- iv. 100% of classified documents are destroyed and accounted for upon expiration and destruction.

Task 6A, Deployment Process Training, Subtask 6

Conduct necessary coordination activities.

Task 6B: Deployment System Training

Coordinate, plan and provide deployment systems training across the entire deployment process. The standard for the task is as follows:

Each class is taught IAW the approved Program of Instruction (POI) and in the language of the training institution.

Task 6B, Deployment System Training, Subtask 1

Plan, schedule, and execute deployment systems training.

Task 6B, Deployment System Training, Subtask 2

Provide deployment systems training feedback.

Task 6B, Deployment System Training, Subtask 3

Coordinate systems training in support of designated exercises.

Task 6B, Deployment System Training, Subtask 4

Program, manage and schedule deployment systems training resources.

Task 6B, Deployment System Training, Subtask 5

Maintain training records, both unit and individual.

The standards for the subtasks are as follows:

- i. 95 % of files are IAW prescribed regulations and local standard operating procedures within 3 days and 100% within 60 days of file date.
- ii. 70% of outdated documents and materials are disposed of within 10 working days of expiration and 100% within 30 days.
- iii. 100% of classified documents are accounted for on a daily basis.
- iv. 100% of classified documents are destroyed and accounted for upon expiration and destruction.

Task 6B, Deployment System Training, Subtask 6

Conduct necessary coordination activities.

Task 6C: Deployment Exercise Support

Provide deployment exercise training support across the entire deployment cycle.

The standard for this task is as follows:

To meet all deployment training objectives as stated in the Exercise Directive.

Task 6C, Deployment Exercise Support, Subtask 1

Plan, schedule and execute deployment exercise training.

Task 6C, Deployment Exercise Support, Subtask 2

Provide deployment exercise training feedback.

Task 6C, Deployment Exercise Support, Subtask 3

Coordinate exercise training support.

Task 6C, Deployment Exercise Support, Subtask 4

Program, manage and schedule deployment exercise training resources.

Task 6C, Deployment Exercise Support, Subtask 5

Maintain exercise records, both unit and individual.

The standards for the subtask are as follows:

- i. 95 % of files are IAW prescribed regulations and local standard operating procedures within 3 days and 100% within 60 days of file date.
- ii. 70% of outdated documents and materials are disposed of within 10 working days of expiration and 100% within 30 days.
- iii. 100% of classified documents are accounted for on a daily basis.
- iv. 100% of classified documents are destroyed and accounted for upon expiration and destruction.

Task 6C, Deployment Exercise Support, Subtask 6

Conduct necessary coordination activities.

Task 6D: Deployment Information Support

Update and modernize deployment information.

Task 6D, Deployment Information Support, Subtask 1

Update handbooks and "read ahead" books.

The standard for the subtask is as follows:

Meet all prescribed suspense dates or obtain written approval for a date shift and submit information IAW specified guidelines.

Task 6D, Deployment Information Support, Subtask 2

Update deployment exercise presentations and products.

Task 6D, Deployment Information Support, Subtask 3

Update deployment regulations.

Task 6E: Deployment Management.

Provide support in the areas of deployment/redeployment planning and coordination.

Task 6E, Deployment Management, Subtask 1

Manage, schedule, and coordinate deployment/redeployment activities.

Task 6E, Deployment Management, Subtask 2

Plan, coordinate, and execute deployment/redeployment meetings.

Task 6E, Deployment Management, Subtask 3

Provide support for deployment/redeployment conferences.

Task 6E, Deployment Management, Subtask 4

Provide deployment/redeployment planning and execution support to staff elements and subordinate commands.

Task 6E, Deployment Management, Subtask 5

Analyze and recommend improvements for command, control and coordination of deployment/redeployment activities.

Task 6E, Deployment Management, Subtask 6

Plan, coordinate, assist and execute unit deployments/redeployments.

Task 6E, Deployment Management, Subtask 7

Coordinate deployment/redeployment activities between major military commanders and civilian leadership.

Task 6E, Deployment Management, Subtask 8

Coordinate requirements between Geographic Combatant Commanders (GCC) and force providers.

Task 6E, Deployment Management, Subtask 9

Coordinate requirements between HQDA and force providers.

Task 6E, Deployment Management, Subtask 10

Coordinate requirements between DoD and force providers.

Task 6E, Deployment Management, Subtask 11

Coordinate the resourcing of deployment activities.

Task 6E, Deployment Management, Subtask 12

Conduct brainstorming and planning sessions in order to identify known and anticipated legacy and new systems requirements.

Task 6E, Deployment Management, Subtask 13

Coordinate and program ARNG combat units through Warfighting Centers prior to deployment into combat.

Task 6F: Subject Matter Expertise and Analytical Support

Access and update GCCS/GCCS-A data.

Task 6F, Subject Matter Expertise and Analytical Support, Subtask 1

Provide support in the utilization of deployment, redeployment, and data processing procedures, tools and systems. Use several deployment, redeployment and data processing procedures, to include, but not limited to, Joint Operation Planning and Execution System 2000, Joint Force Requirements Generator, Scheduling & Movements, JOPES Editing Tool, Collaborative Tools, In-transit Visibility, and Global Transportation Network. Be conversant with data processing procedures, tool and systems within the emerging/evolving Adaptive Planning & Execution (APEX) process.

Task 6F, Subject Matter Expertise and Analytical Support, Subtask 2

Provide transportation data and system analysis support. Review, manage, and evaluate transportation data and systems associated with a Time Phased Force Deployment Data (TPFDD), lateral movement, redeployment and sustainment flow.

Task 6F, Subject Matter Expertise and Analytical Support, Subtask 3

Identify and make recommendations on the compatibility of information technology systems.

Task 6F, Subject Matter Expertise and Analytical Support, Subtask 4

Streamline processes that lead to reduced time requirements for deployment of United States Army Reserve and Army National Guard units. Investigate, analyze, evaluate and report recommendations on how to streamline the deployment process.

Task 6G: SITREP and Information Operations Management.

Provide support in the areas of SITREP and Information Operations (IO) Management.

TASK 6G, SITREP and Information Operations Management, Subtask 1

Receive, analyze, and staff SITREPS from all subordinate headquarters. Provide analysis of all Command Information Management Requirements and produce recommended Courses of Action to Address Requirements. Provide interface between Command Staff and subordinate commands on all ongoing SITREP issues. Develop, maintain and update tracking and other automated tools, including but not limited to spreadsheets, report formats, or websites to streamline communication between Command Staff and subordinate commands.

TASK 6G, SITREP and Information Operations Management, Subtask 2

Provide Analysis of all Information Operations Requirements and Produce Recommended Courses of Action to Address Requirements. Produce and Maintain Information Operations Briefings, Expertise, and Other Products Required to Provide a Comprehensive IO Program. Function as the subject matter expert on all aspects of Information Operations.

TASK 6G, SITREP and Information Operations Management, Subtask 3

Produce and Maintain OPSEC Subsections and Annexes to OPLANS and CONPLANS. Produce OPSEC Briefings, Expertise, and Other Products, as well as Conduct on-site OPSEC surveys and inspections, as required.

Task 7 Force Protection Program.

Support the Force Protection management responsibilities of the customer in the areas of Antiterrorism and Explosive Ordnance Disposal (EOD).

Task 7: Antiterrorism .

Support the antiterrorism management responsibilities of the customer.

Background

Assist the management and administration of antiterrorism IAW FORSCOM OPORD 01-2000 dated 16 October 2001 and AR 525-13 dated 4 January 2002. Support the Point of Contact (POC) for all command antiterrorism policy, guidance, directives and issues. Ensure complete and accurately sustained antiterrorism procedures that reflect training readiness priorities and provide necessary support resulting in a duly appropriate antiterrorism posture within FORSCOM. Assist in the development and recommendation of antiterrorism policy and guidance, including all changes, additions and updates needed for publication, issuance of command directive(s), guidance or otherwise dissemination to Army Major Subordinate Commands (MSC) and installations. Participate in and support FORSCOM at the annual Department of Defense World-wide antiterrorism Conference, and the Army antiterrorism Workshop, to include FORSCOM presentation of Major Army Command (ACOM) antiterrorism training and security needs, issues and funding requirements. Track and analyze installation antiterrorism funding execution and make management recommendations on the same to the DCSOPS. Support management during the annual FPAT evaluations and inspections of FORSCOM installations. Collect, evaluate, and write performance summaries regarding FORSCOM installations antiterrorism exercises for input to the FORSCOM Annual Threat Statement. Maintain the antiterrorism portion of the FORSCOM Force Protection Home Page. Prepare and present, as needed, briefings on the antiterrorism portion of the FORSCOM Force Protection Program for the FORSCOM command group and the DCSOPS.

Task 7A, Antiterrorism Subtask 1

Assist in the oversight of FORSCOM's antiterrorism Program; to include such matters as enhancing the scope of antiterrorism defenses, as required; identifying needed training; specifying and improving outcomes; and assisting in the assurance of tough evaluations of antiterrorism training to performance standards at all installations.

Task 7A, Antiterrorism, Subtask 2

Assist in providing the budget requirements for antiterrorism training to the DCSOPS and DCSOPS staff. Assist in the management of all related program funding for and in support of the command and DCSOPS goals and objectives in this task area. Assist in the formulation, review, assessing, prioritizing and submission of recommendations for validated projects to the DCSOPS for approval.

Task 7A, Antiterrorism, Subtask 3

Support management in the representation of the command regarding all antiterrorism matters with external agencies. Support the coordination of antiterrorism policy, guidance, and issues with Army installations. Coordinate policy and program issues with the DA program proponent.

Task 7A, Antiterrorism, Subtask 4

Provide answers and assistance on all matters pertaining to antiterrorism to the command leadership, staff, MSC and FORSCOM installations. Impart FORSCOM unique requirements and training concerns at workshops/conferences on antiterrorism and related subjects. Provide advice and assistance to all FORSCOM installation antiterrorism officers.

Task 7A, Antiterrorism, Subtask 5

Schedule and participate in announced and unannounced evaluations and inspections of FORSCOM installations, at the prescribed frequencies or as the situation or condition dictates, to the exacting standards promulgated in AR 525-13. Assist in the conduct of formal and informal evaluations and inspections that identify compromises and practices dangerous to security, at the direction and timing of the FORSCOM DCSOPS.

Task 7A, Antiterrorism, Subtask 6

Maintain records ensuring that all subordinate installations are periodically inspected, as required, for compliance with FORSCOM Operations Order 01-2000. Coordinate the selection of Level IV antiterrorism training for senior officers with HQDA and J34.

Task 7A, Antiterrorism, Subtask 7

Provide program After Action Reviews (AAR) to the commander regarding installation effectiveness, at least annually, and more frequently as circumstances and incident reports dictate.

Task 7A, Antiterrorism, Subtask 8

Ensure continuity of institutional knowledge to FORSCOM leadership regarding antiterrorism; supplying top down HQDA to installation level advice; and always reliable and available expertise to the staff and installations concerning the constantly changing conditions and the state of the terrorism threat.

Task 7B: Level II Antiterrorism Mobil Training Team (MTT)

Support the Level II Antiterrorism MTT training requirements of the customer.

Task 7B, Level II, Antiterrorism MTT, Subtask 1

Develop and update approved POI to be used to instruct the Level II Antiterrorism course.

Task 7B, Level II, Antiterrorism MTT, Subtask 2

Obtain and analyze class critique reports and provide a statistical analysis.

Task 7B, Level II, Antiterrorism MTT, Subtask 3

Conduct research and analysis of current events to support training

Task 7B, Level II, Antiterrorism MTT, Subtask 4

Coordinate scheduling for all Antiterrorism Mobile Training Team courses with the FORSCOM Installations, other ACOMs agencies cost-sharing the contract (USARC/USASOC), and HQDA as required.

Task 7B, Level II, Antiterrorism MTT, Subtask 5

Develop, review and maintain training/travel schedules

Task 7B, Level II, Antiterrorism MTT, Subtask 6

Order and maintain training aides, devices and supplies.

Task 7B, Level II, Antiterrorism MTT, Subtask 7

Provide classroom rosters of all attendees.

Task 7B, Level II, Antiterrorism MTT, Subtask 8

Coordinate all training site requirements with the training site points of contact.

Task 7B, Level II, Antiterrorism MTT, Subtask 9

Provide mobile training teams to conduct training per approved schedule and subject research.

Task 7B, Level II, Antiterrorism MTT, Subtask 10

Develop monthly report of classroom training

Task 7B, Level II, Antiterrorism MTT, Subtask 11

Develop, update and maintain Antiterrorism Training Web Site.

Task 7C Chemical, Biological, Radiological, Nuclear and High Explosive (CBRNE) Support

Support the CBRNE responsibilities of the customer.

Background

Supports the management and accomplishment of critical CBRNE missions assigned to FORSCOM in Army Regulations 1-4, 5-9, 75-14, 75-15, 385-14, and 500-1; and applicable JCS, Unified or Specified Geographic Combatant Commander's operations plans and orders; and tasking from DOMS and USCINCFCOM. The contractor shall provide managerial, technical and analytic support to assist in identifying and developing requirements for both current and future force structures and integration, and to support the Army JTF-WMDE and CBRNE initiatives. Contractor support will augment the military decision making process capability currently available to the 20th Support Command, and G3 FORSCOM, to meet the government's need for functional expertise in the plans and operations arena, and will mitigate the effects of the Group's operational tempo. The Contractor shall provide technical direction for the complete systems development effort, including design areas such as Army JTF-WMDE command relationships, FORSCOM component capabilities, Geographic Combatant Commander's operations and contingency plans, exercise planning and execution, and specific CBRNE applications to any of these areas.

**Task 7C Chemical, Biological, Radiological, Nuclear and High Explosive (CBRNE)
Support, Subtask 1**

Provide support and coordination with other Army Major Commands (ACOMs) and specialized agencies as the primary conduit of CBRNE information and expertise to FORSCOM staff, components, and deployed elements.

**Task 7C Chemical, Biological, Radiological, Nuclear and High Explosive (CBRNE)
Support, Subtask 2**

Plan, organize, coordinate and manage 20th Support Command JTF-WMDE meetings, briefings, and conferences.

**Task 7C Chemical, Biological, Radiological, Nuclear and High Explosive (CBRNE)
Support, Subtask 3**

Develop and maintain a FORSCOM/20th Support Command JTF-WMDE Concept of Operations Plan.

**Task 7C Chemical, Biological, Radiological, Nuclear and High Explosive (CBRNE)
Support, Subtask 4**

Analyze each 20th Support Command JTF-WMDE task and action assigned to identify C2 system and Surveillance Reconnaissance - related requirements, and develop appropriate technical solutions.

**Task 7C Chemical, Biological, Radiological, Nuclear and High Explosive (CBRNE)
Support, Subtask 5**

Identify C2 system and Surveillance Reconnaissance-related requirements and develop an appropriate network architecture to support the 20th Support Command JTF-WMDE Concept of Operations Plan, and to support 20th Support Command and assistance to civil authorities, deployments and exercises.

**Task 7C Chemical, Biological, Radiological, Nuclear and High Explosive (CBRNE)
Support, Subtask 5**

The Contractor shall ensure that CBRNE specific database developments are designed on the principle of the Situational Knowledge Base (SKB).

**Task 7C Chemical, Biological, Radiological, Nuclear and High Explosive (CBRNE)
Support, Subtask 6**

Assist management in the planning and management of 20th Support Command funds within authority.

Task 8: Transformation

Support the transformation responsibilities of the customer.

Background

Provide support of the Army's Transformation including campaign planning, force integration and synchronization, and analysis of command/agency supporting transformation efforts. Transformation support is based upon the Army Transformation Campaign Plan.

Task 8, Transformation, Subtask 1.

Provide staff support, assistance, advice, analysis, and recommendations to assist the command in integrating and managing change – e.g. transformation and modernization.

Task 8, Transformation, Subtask 2.

Provide staff support, assistance, advice, analysis, and recommendations for participation and/or support of the organization's strategic and campaign plans.

Task 8, Transformation, Subtask 3.

Provide direct support to decision-level and/or staff-level task forces and/or working groups established by the command/agency to manage Transformation for the organization (e.g. the FORSCOM General Officer Force Integration Task Force). Support to such bodies includes staff support, assistance, advice, analysis, and recommendations regarding the integration of all programs or activities impacting the readiness of the command to execute assigned missions.

Task 8, Transformation, Subtask 4.

Provide staff support, assistance, advice, analysis, and recommendations regarding development, implementation, and execution of the command's support of the Army's Transformation Campaign Plan. This includes assisting in the development of supporting plans and/or orders and integration of such supporting plans with existing command visions, strategic or campaign plans.

Task 8, Transformation, Subtask 5.

Provide staff support, assistance, advice, analysis, and recommendations (including reports, papers, and briefings) for the coordination and synchronization of force integration throughout the command.

Task 8, Transformation, Subtask 6.

Provide staff support, assistance, advice, analysis, and recommendations to support actions attendant to the fielding of both the Heavy and Light Brigade Combat Teams and their host installations, as well as the Stryker Brigade Combat Teams.

SUPPLEMENTAL OR SUPPORTING TASKS

The following tasks are supplemental or supporting tasks. This means that while the Contractor must be capable of accomplishing these tasks, there will not be a task order awarded solely on one or more of these tasks or as the primary focus of a task order. It is our intention that these tasks are to be preformed as a supporting task for one of the major tasks above. THESE SUPPLEMENTAL TASK AREAS SHALL NOT BE ORDERED ON A STAND-ALONE BASIS FOR ANY AWARD.

Supplemental Task 1: Command and Control Information Systems Management

Support the C2 information systems management requirements of the customer.

Background

Support the functional management of C2 information systems/programs, classified and unclassified, within the DCSOPS. This management support includes, but is not limited to DoD, DA Force Provider databases and the associated systems. Primary consideration for future development strategies and maintenance will be the ability to share data vertically and horizontally across the entire enterprise with special consideration given to the overall reduction of paper documents. When possible, use of government approved Commercial-off-the-shelf (COTS) software, hardware, and tools should be employed to reduce overall analysis cost, time, and special/unique maintenance requirements. Support may include world-wide information systems engineering to include planning, integration, installation, operation and maintenance of C2 information systems from the Power Projection Platform (PPP) to the Tactical Theater of operation.

Supplemental Task 1A: C2 Information Systems Functional Support

Provide C2 INFORMATION SYSTEMS functional support to the customer.

Supplemental Task 1A, C2 Information Systems Functional Support, Subtask 1

Support the functional management and identify functional requirements of C2 information systems/programs, classified and unclassified within the FORSCOM Operations Center. Specific system/program definitions will be included in the task order.

Supplemental Task 1A, C2 Information Systems Functional Support, Subtask 2

Identify functional requirements and investigate emerging information systems technologies for integration into the current infrastructure as directed. Recommended methods should reduce reoccurring maintenance cost, enhance current capabilities, and ensure the system architecture of DCSOPS keeps pace as new technologies become available.

Supplemental Task 1A, C2 Information Systems Functional Support, Subtask 3

Support the business process development, requirements identification and deployment of current and future joint service and site unique command and control applications in the GCCS environment.

Supplemental Task 1A, C2 Information Systems Functional Support, Subtask 4

Provide subject matter expertise in support of all joint and service command and control systems involved in the mobilization, deployment, redeployment and demobilization of forces, to include the Common Operational Picture (COP), Joint Operations Planning and Execution System (JOPES), Global Transportation Network (GTN), COMPASS, and Global Command and Control System-Army (GCCS-A) and the emerging/evolving Adaptive Planning and Execution (APEX) process.

Supplemental Task 1A, C2 Information Systems Functional Support, Subtask 5

Ensure adequate processes and procedures are in place to prevent unauthorized individuals access to various information systems and documents while allowing authorized personnel access across the enterprise.

Supplemental Task 1A, C2 Information Systems Functional Support, Subtask 6

Provide SME support to the FORSCOM Operations Center as needed.

Supplemental Task 1A, C2 Information Systems Functional Support, Subtask 7

Provide testing and functional evaluation support to current or future integration of strategic, theater and tactical C2 systems.

Supplemental Task 1A, C2 Information Systems Functional Support, Subtask 8

Identify enhancements and deficiencies, and recommend functional improvements of systems that provide unclassified unit movement information for strategic C2 systems such as JFRG II and TCAIMS II.

Supplemental Task 1A, C2 Information Systems Functional Support, Subtask 9

Provide user training and functional direction for programs designed to upgrade installation/major deployable unit's ability to access requisite C2 systems supporting mobilization and deployments.

Supplemental Task 1A, C2 Information Systems EMS Functional Support, Subtask 10

Recommend functional enhancements and integration of information systems that benefit the existing infrastructure of the HQ and subordinate installations.

Supplemental Task 1A, C2 Information Systems Functional Support, Subtask 11

Develop a Test Program to ensure operation effectiveness and systems interoperability.

Supplemental Task 1B: Information Technology (IT) Services

Provide IT services to the customer.

Supplemental Task 1B, IT Services, Subtask 1

Maximize utilization of the existing infrastructure and recommend upgrades as necessary using electronic business/electronic commerce technologies to the maximum extent practical to promote the ultimate goal of a paper-free (or near paper-free) working environment.

Supplemental Task 1B, IT Services, Subtask 2

Provide systems management feedback to identify system limitations and make recommendations for system changes that would result in improved system performance if implemented.

Supplemental Task 1B, IT Services, Subtask 3

Perform data entry services in support of COTS, Army, and DoD specified systems as directed by TO.

Supplemental Task 1B, IT Services, Subtask 4

Develop, update and maintain program support plans for current or future deployed information systems.

Supplemental Task 1B, IT Services, Subtask 5

Develop and execute a training plan for FORSCOM and installation unique legacy and new systems as needed. The plan should identify unique requirements that would require outsourcing or specialized training requirements.

Supplemental Task 1B, IT Services, Subtask 6

Ensure near-term and long-term security of data IAW Information Assurance regulations and guidelines. This includes routinely reviewing/monitoring security measures to ensure appropriate protection level based on current threat or future threat.

Supplemental Task 1B, IT Services, Subtask 7

Identify requirements for web-based systems as directed in TO.

Supplemental Task 1B, IT Services, Subtask 8

Maximize interoperability among existing and newly acquired assets. Make recommendations for changes promoting common interfaces among functions and across components to achieve interoperability.

Supplemental Task 1B, IT Services, Subtask 9

Support fielding of new systems as directed in the TO.

Supplemental Task 1C: Functional Data Management

Support the functional data management requirements of the customer.

Supplemental Task 1C, Functional Data Management, Subtask 1

Review, assess and recommend a data warehousing storage architecture (SA).

Assist with the identification of data to be warehoused.

Perform data analysis to include data normalization, reduction of data element duplication and structure.

Supplemental Task 1C, Functional Data Management, Subtask 2

Assist in the identification of the best single source and proponent for data.

Supplemental Task 1C, Functional Data Management, Subtask 3

Determine accessibility of data. Identify data routing and availability (timing).

Supplemental Task 1C, Functional Data Management, Subtask 4

Extract data warehouse data using existing tools embedded in the DBMS, government approved COTS or custom applications provided to retrieve the data specified in the TO.

Supplemental Task 1C, Functional Data Management, Subtask 5

Develop meta-data and maintain a data element dictionary that provides all meta-data information.

Supplemental Task 1C, Functional Data Management, Subtask 6

Develop and maintain an accurate data flow in narrative and graphic form.

Supplemental Task 1C, Functional Data Management, Subtask 7

Identify end users for specific information sets and individual data elements.

Supplemental Task 1C, Functional Data Management, Subtask 8

Identify frequency and functional requirements for backup.

Supplemental Task 1C, Functional Data Management, Subtask 9

Coordinate and incorporate user requirements into all requests for data.

Supplemental Task 1D: Data Management

Support the data management requirements of the customer.

Supplemental Task 1D, Data Management, Subtask 1

Input data to populate new and maintain data in existing databases as required by Task Order.

Supplemental Task 1D, Data Management, Subtask 2

Verify accuracy of data of data inputted to database with data proponents.

Supplemental Task 1D, Data Management, Subtask 3

Use the data element dictionary to identify sources of data and document systems using the data, databases containing the data and other metadata necessary to fully describe each element of data. Use DoD data standardization techniques to ensure interoperability and data integrity.

Supplemental Task 1D, Data Management, Subtask 4

Analyze functional requirements for data storage and retrieval. Provided a method for tracking problems and requested enhancements.

Supplemental Task 1D, Data Management, Subtask 5

Provide a Users manual for the specific use of a particular database.

Supplemental Task 1D, Data Management, Subtask 6

Test effectiveness and efficiency of a database based on user requirements and data demand.

Supplemental Task 2: Program Management Process.

Support the program management requirements of the customer.

Background

Support the management, planning, programming, execution and review and analysis, installation resource allocation, budgeting and management of program resources. Perform other financial management actions associated with the execution and review of the FORSCOM's G-3 managed programs. Provide analyses and utilize available data to execute the plans that were developed for and support the implementation of various programs supported by the FORSCOM's G-3. Monitor and coordinate the development, formulation, analysis, execution and presentation of Management Decision Packages (MDEPs). Provide long range programming (budgetary) resource planning for the FORSCOM's G-3 and supporting MDEPs. Develop and disseminate guidance data for Program Objective Memorandum (POM) preparations. Review

and/or revise existing budgetary guidance based on new requirements and adjusting the program-planning document(s) as required. Coordinate with appropriate staffs during implementing of DA and OMB initiatives. Establish and maintain program records. Produce reports as required in the individual task order. Provide expert advice, assistance, guidance or counseling in support of the FORSCOM's G-3 management, organizational and program management improvement efforts. Evaluate existing organizational structure for efficiency, effectiveness and utility.

Supplemental Task 2, Program Management Process, Subtask 1

Provide budgetary planning support.

Supplemental Task 2, Program Management Process, Subtask 2

Provide support during the creation and maintenance of required budgetary work products including program records.

The standards for portions of the subtask are as follows:

- i. 95 % of files are IAW prescribed regulations and local standard operating procedures within 3 days and 100% within 60 days of file date.
- ii. 70% of outdated documents and materials are disposed of within 10 working days of expiration and 100% within 30 days.
- iii. 100% of classified documents are accounted for on a daily basis.
- iv. 100% of classified documents are destroyed and accounted for upon expiration and destruction.

Supplemental Task 2, Program Management Process, Subtask 3

Provide support during the creation, revision and dissemination of budgetary guidance.

Supplemental Task 2, Program Management Process, Subtask 4

Support the Optimization of the organization's management process in terms of efficiency, effectiveness, and utility.

Supplemental Task 3: Organizational Support.

Support the organizational responsibilities of the customer.

Background

Provide general staff support, assistance, advice, analysis and recommendations to assist in integrating and managing an organization. This involves providing functional and technical support related to project and office management, safety/environmental health program support and Integrated Logistics Support (ILS) performance monitoring.

Supplemental Task 3, Organizational Support, Subtask 1

Provide project management support.

Supplemental Task 3, Organizational Support, Subtask 2

Provide office management and administrative assistance.

Supplemental Task 3, Organizational Support, Subtask 3

Research, analyze and develop personnel staffing requirements.

Supplemental Task 3, Organizational Support, Subtask 4

Develop, implement and evaluate all phases of a comprehensive safety and environment health program.

Supplemental Task 3, Organizational Support, Subtask 5

Monitor, review and evaluate the performance and status of Integrated Logistics Support (ILS) requirements.

Supplemental Task 4: Task Order Management

For all TOs, successfully manage the technical approach, organizational resources and implement management controls employed to meet the price, performance and schedule requirements throughout the execution of the TO.

The standards for the task are as follows:

Issue	Management Category	Performance Measure	Acceptable Quality Level
Performance	Task Order Management	The degree to which the contractor effectively manages & executes the TO.	95% of all Task Orders are deemed successfully executed by each and every TO customer
Small Business Usage	Task Order Management	The degree to which the prime contracting company effectively manages and utilizes Small Business to execute awarded TOs.	30% of all Task Orders in a given year are executed by small businesses, either as a prime or sub.